## EDD \*

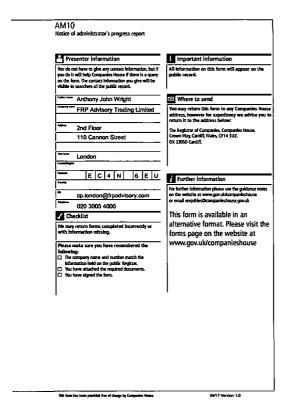
# Appendix B Form AM10, Formal Notice of the Progress Report

to accordance with State 1846 of the	AM10	Athe
tenehancy (Explore) & Wales Bakes (1816)	Notice of administrator's progress report	Companies House
	Notice of administrators to our expression	
	FRIDAY	*A9G9T@M2* 23/10/2020 #26
1	Company detailsCON	APANIES HOUSE _ '
Company number		+ FiZDag in this form
Company name in fo	1-14 19 1-1-1-1-1-1	Please complete in hypercript or in total takes captain.
Company name of the	Capital Bridging Finance Solutions Limited	_   *********
2	Administrator's name	
Full forename(s)	Anthony John	
Surname	Wright	-
3	Administrator's address	
Building namehumb		
Speet	110 Cannon Street	-
	110 Carrion Suger	
Post town	Lendon	_
County/Region	- Control	
Postcode	ECAN BEU	1
Country	1-	<b>-</b> ≀
4	Administrator's name 0	·
Full forenamets)	Paul David	O Other administrator
Surname	Allen	Use this section to tell us about another administrative.
5	Administrator's address o	
Building name/numb	er 2nd Floor	O O O co administrator
Street	110 Cannon Street	the this section to tell on about another administration.
Past town	Lendon	<del>-</del> -1
County/Region	1	<del>-</del>
Postcode	EC4N 6EU	
Country		I

	AM10 Notice of administrator's progress report		
6	Period of progress report		
From date			
To date	2 6 0 3 2 0 2 0 2 5 0 9 2 0 2 0		
7			L
-	☐ Lattach a copy of the progress report		
	E Table 1 day of the propess report		
8	Sign and date		
Administrator's signature	* Springer	×	
Signature date	2 2 1 0 2 0 2 0		

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# Appendix B Form AM10, Formal Notice of the Progress Report





### Appendix C

### A schedule of work

The table below sets out a detailed summary of the work undertaken by the Joint Administrators during the reporting period together with an outline of work still to complete.

Where work undertaken results in the realisation of funds (from the sale of assets; enhanced recoveries; recoveries from successful actions taken against third parties), there may be a financial benefit to creditors should there be sufficient funds available to make a distribution to one or more class of creditor.

A proportion of the work undertaken by an Insolvency Practitioner is required by statute, including ensuring the appointment is valid, notifications of the appointment to third parties, regular reporting on the progress, notifying statutory bodies where required in relation to the conduct of the director, complying with relevant legislation and regulatory matters. This may not have a direct financial benefit to creditors but is substantially there to protect creditors and other stakeholders and ensuring they are kept informed of developments.

Note	Category	
1	ADMINISTRATION AND PLANNING	ADMINISTRATION AND PLANNING
<u> </u>	Work undertaken during the reporting period	Future work to be undertaken
	General Matters	
	Necessary administrative and strategic work undertaken at the outset of the administration.  Issuing information requests to the Company's director and other parties.  Discussions with the director and other parties on the location of the Company's books and records, including electronic records.  Liaising with PR agents in relation to potential press interest in the case due to connections with BFC.  Collation of relevant information and records to ensure the objective of administration is achieved and storage thereof, as applicable, for the relevant required periods.	Regularly reviewing the conduct of the case and the case strategy and updating as required by the Joint Administrators' regulatory professional body to ensure all statutory matters are attended to and to ensure the case is progressing. This aids efficient case management.  Continue progressing the case in accordance with internal and external procedures.



### A schedule of work

	<del></del>
Regulatory Requirements	
Completion of money laundering risk assessment procedures and Know your client checks in accordance with the Money Laundering Regulations.  Completion of take on procedures which include consideration of professional and ethical matters and other legislation such as the Bribery Act, Data Protection Act.  Preparation of post appointment documentation as dictated by the Insolvency Act 1986, the Insolvency Rules and FRP's own internal protocols.	regulations specific to the Company.  Continuing to liaise with the FCA and cancel the Company's permissions and regulated status at the appropriate time.
Liaising with the FCA in respect of the appointment and the Company's permissions.	
Ethical Requirements	
Prior to the Joint Administrators' appointment, a review of ethical issues was undertaken and no ethical threats were identified. Further ethical reviews are carried out periodically and no threats have been identified in respect of the management of the insolvency appointment over the period of this report.	
Case Management Requirements	
Determine case strategy and to document this.  Set up and management of the case on the Insolvency Practitioners System ("IPS"). Maintaining both hard and electronic copy files.	Continue to monitor and document any proposed changes of strategy and implementation thereof.  Regularly reviewing the case as required by the RPBs to ensure all statutory matters are adhered to and the case is progressing.
Setting up and administering insolvent estate bank accounts throughout the duration of the case.	



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### A schedule of work

Compiling a forecast of the work that has been or is anticipated will be Maintaining and developing the case specific paper and electronic files undertaken throughout the duration of the administration. on behalf of the administrators. Advising the Joint Administrators insurers of the appointment and Continued adherence to internal procedures and external requirements. requesting initial 30-day open cover to be put in place. Upon the 30 day expiration, requesting an extension to open insurance cover whilst further Ensuring accounts are regularly reconciled to produce accurate reports collation of information occurred. to all creditors when required. Processing and recording all receipts and payments through the case management system. Correspondence with accountants/auditors, bankers, insurers, solicitors and other advisors to the Company to request further information to assist Continuing to correspond with pre-appointment accountants, bankers, insurers, solicitors and other advisors to the Company to request further in general enquiries. information to assist in general enquiries and ongoing investigations, Requesting the director to complete and return a statement of affairs. as required. Compiling a forecast of the work that has been or is anticipated will be undertaken throughout the duration of the case, circulating this to creditors together with other such documentation as required to enable the relevant approving creditors to assess and vote on the fee bases proposed. Correspondence with pre-appointment banker(s) to request further information to assist in general enquiries. ASSET REALISATION ASSET REALISATION Work undertaken during the reporting period Future work to be undertaken One of the main purposes of an insolvency process is to realise the assets Issuing follow up letters to debtors who have not responded demanding and to ensure a fair distribution of the proceeds to the creditors in the repayment where applicable, or otherwise advising of the Joint Administrators interest in the loans. Dealing with any general matters correct order of priority as set out by legislation. or queries arising. Requested information from the director and various third parties to better Taking legal advice on the terms of the loan documents and understand the terms of loan agreements with each of the Company's enforcement options in the event repayment is not made and/or the

terms are contested by the debtor.

Capital Bridging Finance Solutions Limited (in Administration) The Joint Administrators' Progress Report

borrowers.

### Appendix C

### A schedule of work

When various executed/non-executed loan documents were received and reviewed, any late payment or interest charges were calculated on the due balances.

Issuing initial letters to debtors demanding repayment where applicable, or otherwise advising of the Joint Administrators interest in the loans. Dealing with any general matters or queries arising.

Legal advice has been taken on the terms of various loan documents and enforcement options in the event repayment is not made and/or the terms are contested by the debtor.

Carrying out Land Registry searches on all of the secured properties.

### BFC and Gigg Lane

Obtained copies of the loan agreements between CBFS and BFC and commenced reviewing the legal documentation and undertaken an exercise to verify the amounts that were lent to BFC under the terms of the loan agreements.

Discussions with BFC with a view to reaching a settlement of the outstanding debt.

Extensive dialogue with a number of stakeholders either associated with BFC, or who have previously expressed an interest in acquiring the football club and/or the stadium.

Engaged independent professional agents to provide a report on the value of Gigg Lane, both on a current and alternative use basis.

### BFC and Gigg Lane

Continuing discussions with BFC with a view to reaching a settlement of the outstanding debt and taking all necessary advice and steps as required.

Failing a settlement being reached, the Joint Administrators will consider what other remedies are available to them to recover the loan balance under the terms of the loan agreement.

Liaising with TMFIP in respect of the sub-charges and seeking release of their security at the appropriate time.

### Appendix C

### A schedule of work

Engaged planning consultants to report on the potential planning constraints and site opportunities should the site be sold for redevelopment.

Review and discussion regarding the contents of both reports with the respective agents.

Liaising with TMFIP and legal advisors regarding the value of Gigg Lane, and various options to recover the outstanding sums due to the Company.

### Tennyson and Hockney Court

Obtained copies of the loan agreements between CBFS and Tennyson and reviewing the same.

Liaising with Tennyson and obtaining information to consider whether the investment value of Hockney Court will be maximised by undertaking an asset management strategy to seek lettings of the vacant units, or otherwise whether it would be more beneficial to sell as is, as a whole or individual properties.

Engaged agents to provide a report on various disposal/asset management options.

Liaising with TMFIP and legal advisors regarding the value of Hockney Court, and various options to recover the outstanding sums due to the Company.

### Tennyson and Hockney Court

Seek Tennyson's proposals for settling the sums due, or otherwise implementing a marketing and disposal strategy in conjunction with the borrower and progressing the same.

If no agreeable proposal is forthcoming and it is not possible to consensually implement a strategy to dispose of Hockney Court, the Joint Administrators will consider any remedies available to them under the terms of the loan agreement.

Liaising with TMFIP in respect of the sub-charges and seeking release of their security at the appropriate time.

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### Appendix C

### A schedule of work

### Father McKenzie and Eleanor Street

Liaising with the borrower and local agent regarding interest in the land and progress of the offer to purchase.

### Debtors - unregulated loans

Obtaining copies of the loan agreements and reviewing the same.

Discussions with the director regarding each loan, the terms, recoverability, events of default, strategy to collect, and all other relevant matters.

Liaising with the insolvency practitioners dealing with the affairs of the debtor's subject to insolvency proceedings. Reviewing progress reports issued by the insolvency practitioners and assessing likelihood of recoveries and dividend prospects.

Carrying out searches on the debtors in respect of the balancing £1.3m of the unregulated loan book to assess their ability to settle the loans whether immediately or when prescribed under the terms of the respective agreements.

Reconciling, reviewing and verifying to the Company's records, the remaining unregulated loans. Liaising with the director regarding the additional loans not previously disclosed.

### Father McKenzie and Eleanor Street

Continue to liaise with the borrower and local agent on the progress of the sale through to exchange and completion.

Taking professional advice as required.

Liaising with TMFIP in respect of the sub-charges and seeking release of their security at the appropriate time.

### Debtors - unregulated loans

Submitting claims in the respective insolvency proceedings if not already done by the Company.

Continue to liaise with the director of AMW as the borrower in respect of the security held over Trawler Road and settlement of the outstanding sums due upon a sale of the property.

Continue to liaise with solicitors in respect of the recovery of the loan held with Mr R Metcalfe.

In addition to the measures noted above, taking all necessary steps to recover the maximum value of the loans for the benefit of creditors.

### Appendix C

### A schedule of work

Notifying the unregulated borrowers of the Joint Administrators' interest in their respective outstanding loans and where applicable, requesting settlement.

Liaising with AMW regarding the amounts due, settlement of the same, and updates regarding a sale of Trawler Road.

Reviewing records regarding amounts due by Mr R Metcalfe and liaising with the borrower regarding proposals for repayment. Taking legal advice in respect of the same.

### Debtors - regulated loans

Obtaining copies of the loan agreements and reviewing the same.

High level discussions with the director regarding the loans, recoverability, and all other relevant matters including FCA requirements.

A detailed reconciliation of the position of each of the individual loans was completed and the various loan documents and other Company records were reviewed. Following this, the Joint Administrators issued letters to each individual debtor.

### **Investments**

Reviewing books and records to ascertain any investments made by the Company.

Conducting company searches on the entities for which CBFS has a shareholding.

Discussions with the director regarding the same.

### Debtors - regulated loans

The Joint Administrators will in short order be writing again to those debtors who are in default to request urgent settlement of the balances due, failing which the Joint Administrators will consider taking further recovery action as deemed necessary.

Taking all necessary steps to recover the maximum value of the loans for the benefit of creditors.

Liaising with the FCA as required.

### Investments

Continue to liaise with the Special Administrators of SVS in order to claim for monies held by the broker pre-appointment.

Liaising with the new nominated broker of the bonds to update their records and establish the value of bonds held.

Taking all necessary steps to dispose of, or maximise value, in the Company's interest in the investments.



### A schedule of work

Liaising with the Special Administrators of SVS as the pre-appointment broker in relation to bonds the Company holds.	
CREDITORS Work undertaken during the reporting period	CREDITORS Future work to be undertaken
Notifying employees of the appointment and advising them of their redundancy. All staff were made redundant with effect from 26 March 2020.  Assisting employees with their claims and liaising with the Redundancy Payments Service as required.  Contacting all creditors and advising them of the appointment.  Circulating a proof of debt form to all creditors and inviting them to submit their claims along with supporting documentation in order to lodge their claim in the Administration.  Liaising with TMFIP in respect of general progress and specifically the Properties subject to their sub-charges.  Dealing with creditor queries as and when they arise.	Ongoing liaison with all secured creditors regarding the secured assets and potential recovery of loan balances.  If required, reviewing the validity of each of the secured creditor's security prior to the payment of any dividend to the respective secured creditor. The Joint Administrators, in conjunction with solicitors, will liaise with all parties to obtain and review all relevant documentation and form an independent view of the position.  Preferential creditors  Continue to assist employees with claims as and when required.  If sufficient funds are held in the estate, review and reconcile employee claims with any claim received from the RPS and pay a dividend to preferential creditors after making such deductions as necessary to settle any tax liabilities on the distribution.  Unsecured creditors  The Joint Administrators will continue to respond to creditor queries as and when they arise.



### A schedule of work

		The Joint Administrators will liaise with HMRC to establish their claim and if appropriate, seek tax advice to minimise claims and maximise returns to creditors.  The Joint Administrators will provide updates to creditors on the likelihood of a dividend becoming payable. Any dividend will be paid by a subsequently appointed liquidator. Based on current information, it is not anticipated that there will be funds available to distribute to the Company's unsecured creditors.
4	INVESTIGATIONS Work undertaken during the reporting period	INVESTIGATIONS Future work to be undertaken
	The Joint Administrators have a duty to review the books and records and other information available to identify the assets that may be available to realise for the benefit of the administration.	The Joint Administrators will continue their investigations into the circumstances surrounding the insolvency of the Company and review all information and concerns received from creditors and stakeholders.
	Furthermore, there may be other antecedent or voidable transactions that are identified which, if pursued, could swell the funds available in the administration.	To review and consider any information provided by creditors or other parties that might identify further assets or lines of enquiry against the officers of the Company and progressing those to a conclusion.
	All directors of the Company, both current and those holding office within three years of the appointment, were requested to complete a questionnaire to assist in preparing the statutory return to Department of Business Energy and Industrial Strategy ("DBEIS") in accordance with the Company Directors Disqualification Act 1986 ("CDDA").	Consideration of whether any matters have come to light which require notification to the Secretary of State or National Crime Agency.
	Conducting initial enquires into the conduct of the Company, its officers and associated parties through the interrogation of electronic and paper records.	



### A schedule of work

	Reviewing and considering any information provided by creditors or other parties that might identify further assets or lines of enquiry against the officers of the Company and progressing those to a conclusion.  The collation and review of all information received along with the preparation and submission of the conduct report to DBEIS under CDDA. Dealing with any subsequent queries from DBEIS following submission of the conduct report.  Information provided to DBEIS is confidential but can be used to assist DBEIS in identifying conduct that should be investigated further and could result in individuals being disqualified from acting as a director.		
5	STATUTORY COMPLIANCE AND REPORTING		STATUTORY COMPLIANCE AND REPORTING
	Work undertaken during the reporting period	_;	Future work to be undertaken
	Dealing with all appointment formalities including notification to relevant parties.		Provide creditors with hard copy reports if requested.
	Advertising notice of the Joint Administrators' appointment as required by statute.		To provide statutory reports to various stakeholders at regular intervals and manage any queries arising therefrom. Copies of these reports are required to be filed with the Registrar of Companies.
	Notifying all stakeholders that all future correspondence (where applicable) will be uploaded directly to the creditors' portal.		To place legal advertisements as required by statute, which may include formal meetings of creditors and notices to submit claims.
	Arranging for an insolvency bond to protect the assets available for creditors.		To obtain creditor approval for the basis on which the Joint Administrators' fees will be calculated and drawn.
	Preparing and circulating the Joint Administrators' proposals to all creditors and filing the same with the Registrar of Companies.		Maintaining a record and forecast of the work that has been or is anticipated to be undertaken throughout the duration of the case.
	Notifying creditors of their rights to set up a creditors' committee.		and appearance to the annual annual find and the annual find annual fi



### Appendix C

### A schedule of work

	Dealing with tax and VAT matters arising following appointment.	Dealing with the exit from administration, whether it be by way of CVL or dissolution.
	The Joint Administrators established the existence of an auto-enrolment pension scheme and notified all required parties of the administration.	Dealing with post appointment tax returns as required.
		To deal with the statutory requirements in order to bring the case to a close and for the administrators to obtain their release from office; this includes preparing final reports for stakeholders and filing the relevant documentation with the Court and Registrar of Companies.
6	LEGAL AND LITIGATION Work undertaken during the reporting period	LEGAL AND LITIGATION Future work to be undertaken
	Seeking general legal advice as and when required regarding the strategy and conduct of the case, including recovery and enforcement options.	Taking legal advice as and when required regarding any aspect of the case, including recovery and enforcement options.



### Appendix D

Details of the Joint Administrators' time costs and disbursements for the Period

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Capital Bridging Finance Solutions Limited (In Administration)

Time charged for the period 26 March	2020 to 25 September 202	10					_
	appointment Takers /					Total Cost	
Administration and Planning	3.25	CZ.50	85,65	Aurita Professional & Support	155.50	51,992,50	334
Admin & Planning		13.30	14.20	0.75	28.25		319.
Case Accounting		0.50	3.10	0.95	4.55		257.
Case Control and Review	2.50	8.95	40.10	200	51.55		304
Insurance		~~	0.30		0.30	67.50	225
Strategy and Planning	0.75	42.15	27.95		70.85		367.
Asset Restruction	17,29	: 64.50	13.40		197.55		366
Asset Restruction	5,75	61,90	8.60		79.45		420
Debt Collection	2,72	13.85	62.20		96.06		295
Legal-esset Realisation	1.00	6.15			7.15		448
Sale of Business	1,25	4.10			1.25		596
Asset Realisation Floating	1,25				125		596
Asset Resistation Fixed	8.00		4.40		12.40		481
Creditors	9.80	22.80	24.50	1.25	57.35		378
Unserged Condition	***	0.90	7.30		6.20		271
Secured Creditors	7.25	17.75	10.00		35.00		417
Employees		1,20	6.00	1,25	6.45		202
Lensi-Creditors	1,55	2.50			4.05	1.984.75	490
Persions - Creditors	1,00	0.45	1.20		1.65		315
Investigation	4.90	28.65	20,00	10.40	77,75		337
trivespostery Work	4.70	1.70	19.60	10.10	35.10		307.
CDDA Enquines		5.10	5.40		10.50		340
Least - Investigations	0.20	1.10			1.30	580.50	451
IT - Investigations		13.70	0.75	0.30	14.75	5,669.25	384
Forensic		0.30			0.30		385.
Forensio-Relativity (Internal)			5.75		5.75		295
Investoations - London Contin	strava (modernov	4.75	2.30		7.06		390
Statutory Compliance	1.50	15.50	42.20		59.20		. 303
Stratory Compliance - General		1,35	1.70		3.05		313
Stationy Reporting/ Meetings	1.50	13.55	18.50		31.55		345
Accomment Formations		0.30	18.30		18.50		244
Statement of Affairs			1.70		1.70		203
Bonding/ Statutory Advertising		0.20	0.50		0.70	197.50	282
TaxVAT - Post appointment		0.10	1,10		1.20		287
Pensions-Other		0.10	240		2.40		245
Pre-Appointment	-		2.00		2.00		225
Pre Appointment			200		2.00		225
Cotal Hours	35.70	214.75	283.55	15.25	569,35		347

FRP Charpe out rates	Prop
Crade	1.01 May 2019
Appointment taker / Partner	495-595
Managers / Directors	385-495
Other Professional	225-340
Amino Destructional & Comment	150 104

	Value
Category 1	
Advertising	77.9
Postage	65.9
Prof. Services	740 0
Bonding	350.0
Computer Consumables	17.8
Mail Redrection	648.0
Land Registry Charges	84.0
Category 2	
<u></u>	90
Srand Total	2,0127



### Appendix E

Receipts and payments account for the Period

### Capital Bridging Finance Solutions Limited (In Administration) Joint Administrators' Summary of Receipts & Payments

From 26/03/2020 To 25/09/2020	From 26/03/2020 To 25/09/2020		Statement of Affairs
L			- E
		ASSET REALISATIONS	
0.07	0.07	Bank Interest Gross	
671.00	671.00	Book Debts	
286.66	286.66	Cash at Bank	
4,744.17	4,744.17	Regulated book debts	
5,701.90	5,701.90	110901101 2001 1000	
-,,	27. 42.02	COST OF REALISATIONS	
432.00	432.00	Re-Direction of Mail	
(432.00)	(432.00)	tto Direction of Flan	
5,269.90	5,269.90		
		REPRESENTED BY	
5,269.90		IB Current Floating	
5,269.90			



## Appendix F

Statement of expenses incurred in the Period

Capital Bridging Finance Solutions Limited (in Administration) Statement of expenses for the period ended 25 September 2020		
Expenses	Period to 25 September 2020 £	
Office Holders' remuneration (Time costs)	190,791	
Office Holders' disbursements	2,013	
Re-direction of mail	432	
Agents' fees	17,000	
Agents' disbursements	-	
Legal fees	24,872	
Legal disbursements	175	
Total	235,282	

# Capital Bridging Finance Solutions Limited (In Administration)

### Joint Administrators' Summary of Receipts & Payments

Statement	From 26/03/2020	From 26/03/2020	
of Affairs	To 25/09/2020	To 25/09/2020	
£	£	£	
ASSET REALISATIONS			
Bank Interest Gross	0.07	0.07	
Book Debts	671.00	671.00	
Cash at Bank	286.66	286.66	
Regulated book debts	4,744.17	4,744.17	
3	5,701.90	5,701.90	
COST OF REALISATIONS			
Re-Direction of Mail	432.00	432.00	
	(432.00)	(432.00)	
<del></del>	5,269.90	5,269.90	
REPRESENTED BY			
IB Current Floating		5,269.90	
	,	5,269.90	

Note: